

Career Opportunity
Department of Labor and Industrial Relations
State of Hawaii Executive Branch

VACANCY ANNOUNCEMENT

OCCUPATIONAL SAFETY AND HEALTH PROGRAM SPECIALIST IV
SR-22 / Honolulu
Salary: \$4,413 monthly

Opening Date: December 20, 2018

Closing Date: Continuous

An Equal Opportunity Employer

RECRUITMENT INFORMATION

Recruitment Number 19-042. In person interviews may be required.

DUTIES SUMMARY

Ensures State compliance with the State plan provisions of the federal Occupational Safety and Health Act through the timely promulgation of State "as effective as" standards and directives. The position applies the State law and structure to federal standards, directives and interpretations in order to achieve or surpass federal requirements. Other responsibilities include assisting in program evaluation and analyses of effectiveness and review of current program activities.

MINIMUM QUALIFICATION REQUIREMENTS

Applicants must meet all the requirements for the position they are seeking as of the date of the application, unless otherwise specified. Please note that unless specifically indicated, the required education and experience may not be gained concurrently.

Your possession of the required amount of experience will not in itself be accepted as proof of qualification for the position. Overall paid or unpaid experience must be of such scope and responsibility as to conclusively demonstrate that you have the ability to perform the duties of the position. Note: Your calculation of experience must be based on full-time, 40-hour work weeks. Part-time experience must be pro-rated. Example: Twelve (12) months of experience at 20 hours/week is equivalent to six (6) months of experience, not one (1) year. Also, hours worked in excess of 40 hours/week will not be credited. Example: Twelve (12) months of experience at 60 hours/week is equivalent to one (1) year of experience, not one and a half (1 ½) years.

To qualify, you must meet all of the following requirements:

BASIC EDUCATION REQUIREMENT:

Graduation from an accredited four-year college or university with a bachelor's degree.

Excess work experience as described under Specialized Experience, or any other responsible administrative, professional, or other analytical work experience which would provide knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college or university curriculum leading to a baccalaureate degree may be substituted for education on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

The education or experience background must also demonstrate the ability to write clear and comprehensive reports and other documents; read and interpret complex written material; and solve complex problems logically and systematically.

GENERAL EXPERIENCE REQUIREMENT:

Four (4) years of progressively responsible administrative, professional, technical, or other responsible work which requires a high degree of analytical skill. Such experience would normally involve reading, comprehending, interpreting, and evaluating technical subjects, analysis or proposals, and applying problem solving methods and techniques, such as defining and analyzing problems, identifying and gathering appropriate facts, calculating alternative courses of action, and recommending courses of action.

OCCUPATIONAL SAFETY AND HEALTH EXPERIENCE REQUIREMENT:

Two and one-half (2-1/2) years of work experience which demonstrates possession of knowledge of the Federal and/or State OSH laws, rules, regulations and standards. Possession of these kinds of knowledge may be demonstrated by, but not limited to, the following kinds of experience:

1. Inspecting work sites and/or environment for compliance with OSH laws, rules, and regulations; identifying hazards and suggesting and/or taking necessary corrective actions; and conducting occupational accident investigations.
2. Inspecting elevators and related equipment such as escalators, moving walks, lifts, etc., for compliance with OSH laws, rules, and regulations. Such experience must demonstrate that the applicant possesses a good working knowledge of trouble-shooting and repair techniques and procedures; tools and equipment used in repairing elevators and related equipment; and elevator safety laws, codes and regulations.
3. Inspecting boilers, pressure vessels, and other related equipment for compliance with safety code requirements such as design, construction, installation, operation and maintenance.
4. Experience in an occupational safety and/or occupational health program which involved the preparation and teaching of occupational safety and/or health courses on the application of OSH laws, rules and standards.
5. Experience in an occupational safety and/or health program which involved the provision of advisory, informational, and educational services to public and private agencies, promoting voluntary compliance with OSH laws, rules and standards.
6. Experience in an occupational safety and/or occupational health program which involved laboratory analysis and interpretation of data and samples to determine whether health hazards exists for means of eliminating health hazards and for compliance with occupational health standards.

SUBSTITUTIONS ALLOWED

1. Successful study at an accredited college or university may be substituted for General Experience on the basis of 30 semester credit hours for one (1) year of General Experience up to a maximum of four (4) years.
2. Possession of a bachelor's degree from an accredited college or university with a major in occupational health, industrial hygiene, safety engineering or other closely related major which provided the applicant with knowledge of Federal and/or State OSH laws, rules, regulations and standards may be substituted for one-half (1/2) year of the OSH experience.
3. Possession of a master's degree from an accredited college or university with a major in occupational health, industrial hygiene, safety engineering or other closely related major which provided the applicant with knowledge of Federal and/or State OSH laws, rules, regulations and standards may be substituted for one and on-half (1-1/2) years of OSH experience.

The information provided represents a summary of the Class Specification and Minimum Qualification Requirements. Please view the information and requirements in their entirety. Click [class specifications](#) and [minimum qualification](#) to view. You can also obtain the information and requirements from the Department of Human Resources Development website at <http://dhrd.hawaii.gov/state-hr-professionals/class-and-comp/>

PUBLIC SERVICE LOAN FORGIVENESS (PSLF) PROGRAM

The PSLF Program is a federal program that is intended to encourage individuals to work in public service by forgiving the balance of their federal student loans. To qualify, the individual must have made 120 qualifying payments while employed by a qualifying employer. For more information, please click: <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>

**Please see the link with this announcement for the application and supplemental questions, or visit the Department of Labor and Industrial Relations, Human Resources Office
830 Punchbowl Street, Room 415
Honolulu, Hawaii 96813
(808) 586-9043**

**Recruitment Hours: Monday thru Friday 8:00am – 4:00pm
Closed on State Observed Holidays**

Submit completed APPLICATION and SUPPLEMENTAL QUESTIONNAIRE to:
Department of Labor and Industrial Relations, Personnel Office, 830 Punchbowl St., Room 415, Honolulu, HI 96813.

Mailed applications must be postmarked by midnight of closing date.